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MINISTRY OF FINANCE

(Department of Revenue)

NOTIFICATION

New Delhi, the 5th November, 1962

No. 12/139/59-Ad.III-B.—The President is pleased to sanction the following scheme for the grant of "Appreciation Certificates" and cash awards to officers and staff of the Customs, Central Excise and Land Customs Departments in consideration of their rendering exceptional meritorious service and displaying outstanding devotion to duty.

TERMS AND CONDITIONS FOR THE GRANT OF "APPRECIATION CERTIFICATES" AND MONETARY ALLOWANCE:

- (a) The "Appreciation Certificates" shall be awarded:
 - (i) for exceptional meritorious service rendered by the officers and staff of the Customs, Central Excise and Land Customs Departments when undertaking a task even at the risk of their lives—the risk incurred being estimated with due regard to the obligations and duties of the officer concerned; and/or
 - (ii) for a specially distinguished record of service.
- (b) Where an "Appreciation Certificate" as referred to in item (a) (i) above is awarded to an officer or member of the staff of the categories/ranks stated in column 1 of the Schedule annexed hereto, a monetary allowance as specified in columns (2) or (3) of the said Schedule, as the case may be, will also be granted to him.
- (c) The amount of the aforesaid monetary allowance will be determined with reference to the rank of the recipient at the time when the distinguished Service is performed, and it will continue to be paid at that rate even on promotion of the recipient to a higher rank.
- (d) Where a person who has already been granted a monetary allowance referred to in item (b) above, receives a further certificate of Appreciation under item (a)(i) above, he will be entitled to an additional monetary allowance at the rate mentioned in column 3 of the said Schedule, in accordance with his rank at the time of the performance of the meritorious service.
- (e) "Appreciation Certificates" for a specially distinguished record of service [i.e. under clause (a) (ii) above] will be granted only to those officers and members of the staff who have put in a minimum of 10

years' service in the Customs/Central Excise and Land Customs Department. Such recipients of "Appreciation Certificates" will be entitled to the grant of a fresh "Appreciation Certificate" only when a minimum period of three years has elapsed since the previous "Appreciation Certificate" was awarded.

- (f) The allowance will be granted from the date of the meritorious act for which the award is given and unless it is forfeited for misconduct, will continue for a period of 5 years from the date of the performance of such act. The additional monetary allowance for a further meritorious act will also continue for a period of 5 years from the date of the further meritorious act and it will run concurrently along with the first monetary allowance if the period of the first allowance has not expired.
- (g) If a person loses his life in the performance of meritorious service qualifying for the grant of a monetary allowance, his widow or dependents will be entitled to the monetary allowance for a period of 10 years from the date of the meritorious act.
- (h) Where an individual is in receipt of a monetary allowance at the time of his death, it shall continue to be paid to his widow (the first married wife having preference) or dependents for the unexpired portion of five years or till re-marriage by his widow whichever is earlier.
- (i) Officers above the ranks mentioned in the Schedule annexed hereto will be eligible for the award of the "Appreciation Certificates", but no monetary allowance will be granted to them.
- (j) The "Appreciation Certificate" is liable to be forfeited when the holder is guilty of disloyalty or such conduct as in the opinion of the President, brings the Customs/Central Excise and Land Customs Departments into disrepute.

The expenditure incurred on the grant of "Appreciation Certificates" and cash allowances will be borne by the Central Government.

SCHEDULE.

Categories of officers and staff entitled to monetary allowance referred to in item (b) above	Rate of monetary allowance for "Appreciation Certificate" awarded to an officer already in receipt of such an allowance	Additional allowance for a fresh act of meritorious service to an officer already in receipt of an allowance
I	2	3
Preventive Officer, Grade I (O.G.)	Rs. 25/- P.M.	Rs. 12/- P.M.
Examiner (O.G.)		
Inspector (S.G.)		
Inspector O.G.		
Inland Master	Rs. 20/- P.M.	Rs. 10/- P.M.
Preventive Officer, Grade II		
Sub-Inspector		
Woman Searcher		
Motor Driver		
Serang Grade I		
Serang Grade II	Rs. 15/- P.M.	Rs. 7/- P.M.
Launch Driver		
Jamadar		
Serang		
Greaser	Rs. 10/- P.M.	Rs. 5/- P.M.
Seacunny		
Stoker or Fireman		
Head Boatman		
Sepoy		
Camel Sowar		
Laskar		
Bhandary		
Topaz		
Boatman		
Khalasi		

2. Recommendations for awards of "Appreciation Certificates" under item (a) (1) of para 1 above shall be made as soon as possible, after the performance of the meritorious act(s).

3. All recommendations shall state the name and rank of the person recommended and particulars of the meritorious or distinguished service for which the award of "Appreciation Certificates" and/or monetary allowance is recommended.

4. The number of "Appreciation Certificates" awarded in one year shall not exceed twentyfive, but if the President considers that special circumstances in any one year justify the award of the "Appreciation Certificates" in excess of twentyfive, the number shall not exceed thirty.

5. Recommendations for the announcement of awards of "Appreciation Certificates" on the 26th January (Republic Day) and the 15th August (Independence Day) should be forwarded so as to reach Secretary to the Government of India, Ministry of Finance (Department of Revenue) not later than the 26th October and 15th May respectively, each year.

6. These orders shall be deemed to have effect from the Fifth Day of November in the year one thousand, nine hundred and sixty two.

B. N. BANERJI, Jt. Secy.

(National Emblem)

(Seal)

APPRECIATION CERTIFICATE

The President is pleased to award this Certificate of Appreciation to.....
.....for exceptional meritorious service rendered when he/she.....
.....
.....
.....

By Order,

On behalf of the President of India.

(National Emblem)

(Seal)

APPRECIATION CERTIFICATE

The President is pleased to award this Certificate of Appreciation to.....
.....for his/her distinguished record of service and devotion
to duty.

By Order,

On behalf of the President of India.